

FOR OFFICIAL USE ONLY

5 November 1959

OFFICE OF SECURITY NOTICE #59-9

SUBJECT: Office of Security Incentive and Suggestion Awards
Committee

1. In October 1958 a committee was established in the Office of Security for the purpose of furthering Incentive Awards within the Office and for canvassing the Office for Suggestions for improvement in efficiency, security, work conditions, safety, morale, and procedures or for inventions.

2. The Committee has expended considerable time and effort in its assignments and has discharged its responsibilities in a most commendable manner. In order to rotate this extra duty among other personnel of the Office, a new roster of membership for the Incentive Awards and Suggestion Awards Committee is established to carry on during the ensuing year as follows:

- a. [REDACTED] (SSD) - Chairman
b. [REDACTED] (PhysSecDiv) - Member
c. [REDACTED] (PersSecDiv) - Member
d. [REDACTED] (Staffs) - Secretary

3. The Committee will meet not less than once each month to transact its business.

4. All personnel are urged to submit to the Committee their suggestions for improvements as mentioned above or nominations for Incentive Awards.

STATINTL

[REDACTED]
Sheffield Edwards
Director of Security

DISTRIBUTION:
All Office of Security Employees

FOR OFFICIAL USE ONLY